


INVITATION TO BID ADDENDUM				BIDS WILL BE PUBLICLY OPENED: <div style="font-size: 1.2em; font-weight: bold;">DEC 01, 2009 10:00 AM</div>	
STATE OF LOUISIANA DIVISION OF ADMINISTRATION OFFICE OF STATE PURCHASING		PURCHASING AGENCY NO. : 107001			
=====> VENDOR NO. : SOLICITATION : 2237471 FILE NO. : Q31963M OPENING DATE : 12/01/09 <div style="border: 1px solid black; height: 80px; width: 100%; margin-top: 10px;"> <div style="position: absolute; top: 5px; left: 5px;"> =====> VENDOR NAME AND ADDRESS </div> </div>		RETURN BID TO <div style="display: flex; justify-content: space-between;"> 2237471 12/01/09 10:00 AM Q31963M </div> <p> OFFICE OF STATE PURCHASING OFFICE OF STATE PURCHASING POST OFFICE BOX 94095 BATON ROUGE, LA 70804-9095 </p> <p> BUYER : LELIA ACHEE BUYER PHONE : (225) 342-8018 DATE ISSUED : 11/04/09 REQ. AGENCY : 811000 PRISON ENTERPRISES AGENCY REQ. NO. : 811-97849 ISIS REQ. NO. : 1328702 VENDOR PHONE : FISCAL YEAR : 10 CLASS/SUBCLASS : 20056 SCHEDULED BEGIN DATE : 00/00/00 SCHEDULED END DATE : 00/00/00 T-NUMBER : </p>			
<-FOLD FILL IN VENDOR NUMBER (FEIN), NAME AND ADDRESS ABOVE, BEFORE SUBMITTING BID.					
INMATE PERSONAL PROPERTY - PE 2010 (CDC - CLOTHING)					
<p> QUESTIONS & RESPONSES A D D E N D U M NO.1 NOVEMBER 10, 2009 </p> <p> YOUR REFERENCE IS INVITED TO SOLICITATION NUMBER 2237471, FILE # Q 31963 M, WHICH IS SCHEDULED TO OPEN AT 10:00A.M., DECEMBER 1, 2009. FOR INMATE PERSONAL PROPERTY - PE 2010 (CDC - CLOTHING). </p> <p> THE FOLLOWING QUESTIONS AND ANSWERS ARE OFFICIALLY MADE A PART OF THE REFERENCED SOLICITATION. </p> <p> QUESTION # 1 ARE THERE MINIMUM QUANTITY ORDERS PER PURCHASE ORDER? </p> <p> ANSWER # 1 THERE ARE NO MINIMUM QUANTITY ORDERS PER PURCHASE ORDER. </p> <p> QUESTION # 2 HOW MANY PURCHASE ORDERS WILL BE ISSUED IN ONE YEAR? </p> <p> ANSWER # 2 PURCHASE ORDERS WILL BE ISSUED BASED ON AGENCY'S NEEDS. </p> <p> QUESTION # 3 FEW COMMODITY ITEMS ARE MENTIONED AS "250 PCS. EACH" FOR EXAMPLE. PLEASE CONFIRM WHETHER THIS QUANTITY OF 250 PIECES IS FOR INDIVIDUAL SIZES AS MENTIONED IN THE DOCUMENT OR IF 250 PIECES ARE TO BE SPLIT BETWEEN THE SIZES MENTIONED. </p> <p> ANSWER # 3 ON LINE ITEMS WHERE SEVERAL SIZES ARE SPECIFIED THE AGENCY MAY ORDER </p>					
VENDOR PHONE NUMBER: FAX NUMBER:		TITLE		DATE	
SIGNATURE OF BIDDER (MUST BE SIGNED)					

FOLD->

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WHATEVER QUANTITY THEY NEED FOR WHATEVER SIZES THEY SPECIFIED.

ALSO REFER TO PAGE 9, # 27, THESE ARE ESTIMATED USAGE QUANTITIES ONLY. BASED ON PRIOR USAGE AND ESTIMATED FUTURE ORDERS. NO GUARANTEE IS MADE AS TO QUANTITY!

QUESTION # 4
IS IT MANDATORY TO BID "ALL-OR-NONE" OR CAN WE BID FOR "SELECTED FEW" PRODUCTS.

ANSWER # 4
YOU DO NOT HAVE TO BID ON ALL ITEMS, REFER TO PAGE 8, #18, METHOD OF AWARD, GROUPED AWARD.

QUESTION # 5
OBSERVED THAT DELIVERY IS REQUIRED WITHIN 3-5 DAYS AFTER NOTIFICATION FROM THE AGENCY. WE ARE SUBMITTING AN OVERSEAS QUOTE. SO WE WILL BE REQUIRING A 60 DAYS PRODUCTION LEAD TIME. HENCE PLEASE CONFIRM IF THESE REQUIREMENTS ARE URGENT, THEN IN THAT CASE WE WILL STOCK YOUR MINIMUM REQUIREMENTS IN USA & RELEASE THE MERCHANDISE ON YOUR REQUEST. OR IF THE REQUIREMENT IS NOT THAT URGENT, THEN CAN WE GET 60 DAYS LEAD TIME TO MANUFACTURE & SEND REQUIRED MERCHANDISE?

ANSWER # 5
REFER TO PAGE 9, # 27 OF ITB.
DESIRED DELIVERY: 3-5 DAYS AFTER NOTIFICATION BY AGENCY.

REFER TO PAGE 2, # 19 OF ITB.
DELIVERIES: BIDS MAY BE REJECTED IF THE DELIVERY TIME INDICATED IS LONGER THAN THAT SPECIFIED IN THE SOLICITATION.

QUESTION # 6
REGARDING MEN'S KNIT CAP, PLEASE ADVISE US EITHER THE BAND EQUAL OR THE DIGITAL FOR PRODUCT REVIEW.

ANSWER # 6
END-USER DOES NOT HAVE A BRAND AND DOES NOT HAVE A DIGITAL OF THIS PRODUCT. BID ACCORDING TO WRITTEN BID SPECIFICATIONS.

QUESTION # 7
FOR LINE NUMBER 1 & 2, THERE IS SPECIFIC REQUIREMENT OF BRANDS ONLY. BUT FOR LINE NUMBER 3, 4, & 5 (WHICH ARE THE BIGGER SIZE OF THE SAME COMMODITY), THE REQUIREMENT IS FOR PARTICULAR BRAND OR EQUAL. PLEASE ADVISE IF WE CAN OFFER THE QUOTE WITH SUBSTITUTE/BRAND EQUAL FOR THESE ITEMS.

ANSWER # 7
YOU MAY BID AN EQUAL FOR LINES 3, 4, & 5. ALSO THE WRITTEN SPECIFICATIONS SPECIFY WHAT LINES THE STATE WILL ACCEPT AN EQUAL.

QUESTION # 8
WHAT IS THE ORDERING PATTERN, I.E. BULK, ONES, TWOS, MAINTAIN A RETAIL INVENTORY LEVEL.

ANSWER # 8
REFER TO PAGE 11, LINE #1 OF ITB. ***ALL ITEMS ARE TO BE CALLED FOR AS NEEDED BY THE AGENCY.*** THESE ITEMS ARE FOR RESALE TO INMATES.

QUESTION # 9
WHEN WILL THE ORDERS BEGIN?

ANSWER # 9
THE CONTRACT PERIOD IS FOR JANUARY 1, 2010 THRU DECEMBER 31, 2010. ALL ITEMS ARE TO BE CALLED FOR AS NEEDED BY THE AGENCY.

QUESTION # 10

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DOES THE BID REQUIRE ONLY BRAND NAMES (STATED IN THE ITB) OR CAN WE SUSTITUTE THE SAME QUALITY (SPECIFICATIONS) AT A MUCH REDUCED COST.

ANSWER # 10

REFER TO PAGE 8, # 20, OF ITB. ALL ITEMS ARE FOR RESALE. ONLY BRANDS NAME(S) SPECIFIED WILL BE ACCEPTED (RS: 1651-1657).

ON THE LINES WHERE THE SPECIFICATIONS READS OR EQUAL, AN EQUAL WILL BE CONSIDERED. EQUAL MUST MEET WRITTEN SPECIFICATIONS.

QUESTION # 11

DO WE HAVE TO BID ALL OR CAN WE JUST BID A COMPLETE GROUP?

ANSWER # 11

YOU MAY BID A COMPLETE GROUP. REFER TO PAGE 8, # 18, METHOD OF AWARD.

QUESTION # 12

ON LINE 25, ITB HAS 300 EACH AS THE QUANTITY. IS THAT 300 PER EACH SIZE, 2X OR 3X?

ANSWER # 12

REFER TO PAGE 11, LINE # 00001, ***ALL ITEMS ARE TO BE CALLED FOR AS NEEDED BY THE AGENCY***

THE AGENCY MAY ORDER WHATEVER QUANTITY AND WHATEVER SIZE NEEDED.

NOTE: ALL PRICES MUST INCLUDE SHIPPING/HANDLING FEES.

THIS ADDENDUM IS HEREBY OFFICIALLY MADE A PART OF THE REFERENCED SOLICITATION AND SHOULD BE ATTACHED TO THE BIDDER'S PROPOSAL OR OTHERWISE ACKNOWLEDGED THEREIN.

ACKNOWLEDGEMENT: IF YOU HAVE ALREADY SUBMITTED YOUR BID AND THIS ADDENDUM DOES NOT CAUSE YOU TO REVISE YOUR BID, YOU SHOULD ACKNOWLEDGE RECEIPT OF THIS ADDENDUM BY IDENTIFYING YOUR BUSINESS NAME AND BY SIGNING WHERE INDICATED. YOU MAY RETURN THIS ACKNOWLEDGEMENT BY MAIL TO: OFFICE OF STATE PURCHASING, POST OFFICE BOX 94095 BATON ROUGE, LA 70804-9095 BY HAND DELIVERY TO: OFFICE OF STATE PURCHASING 1201 N. THIRD STREET CLAIBORNE BUILDING SUITE 2-160 BATON ROUGE, LA 70802 OR BY FAX TO: (225) 342-8688. THE STATE RESERVES THE RIGHT TO REQUEST A COMPLETED ACKNOWLEDGEMENT AT ANY TIME. FAILURE TO EXECUTE AN ACKNOWLEDGEMENT SHALL NOT RELIEVE THE BIDDER FROM COMPLYING WITH THE TERMS OF ITS BID.

ADDENDUM ACKNOWLEDGED / NO CHANGES:

FOR: _____ BY: _____

REVISION: IF YOU HAVE ALREADY SUBMITTED YOUR BID AND THIS ADDENDUM REQUIRES YOU TO REVISE YOUR BID, YOU MUST INDICATE ANY CHANGE(S) BELOW IDENTIFY YOUR BUSINESS NAME AND SIGN WHERE SHOWN. REVISIONS SHALL BE DELIVERED PRIOR TO BID OPENING IN A SEALED ENVELOPE MARKED WITH THE FILE NUMBER AND THE BID OPENING DATE AND TIME EITHER BY MAIL TO: OFFICE OF STATE PURCHASING, POST OFFICE BOX 94095, BATON ROUGE, LA 70804-9095, OR BY HAND DELIVERY TO: OFFICE OF STATE PURCHASING 1201 NORTH THIRD STREET CLAIBORNE BUILDING, SUITE 2-160 BATON ROUGE, LA 70802, OR BY FAX TO: (225) 342-8688. ELECTRONIC TRANSMISSIONS OTHER THAN BY FAX ARE NOT BEING ACCEPTED AT THIS TIME.

REVISIONS RECEIVED AFTER BID OPENING SHALL NOT BE CONSIDERED AND YOU

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<p>SHALL BE HELD TO YOUR ORIGINAL BID.</p> <p>REVISION:</p> <p>FOR: _____ BY: _____</p>			